

ELEMENT SUMMARY INFORMATION

Element: 3.1.8 Carriage of Cargo

Purpose of this Element (Air Carrier's responsibility):

To ensure that cargo handling and carrying operations are conducted safely.

Objective (FAA responsibility): To determine if the Air Carrier adheres to its cargo handling and carrying procedures.

Inputs:

- Properly Configured Aircraft
- Cargo and/or Company Materials (COMAT)
- Station Personnel and/or Contractors

Outputs:

• Cargo which is screened and stowed in compliance with the HazMat Program, Weight and Balance Program, and approved/accepted operator procedures.

Performance Measures:

- Cargo and COMAT is screened for weight.
- Cargo and COMAT is screened for HazMat.
- Hazardous materials are carried in accordance with the operator's approved HazMat Program.
- Cargo is stowed in an approved cargo compartment, container, or bin.
- Cargo is restrained in accordance with CFR and operator's procedures.
- Cargo is loaded such that the aircraft is within its weight and balance limitations.

SRR:

- 121.285 (a, b), Carriage of cargo in passenger compartments.
- 121.287, Carriage of cargo in cargo compartments.

Other CFRs and/or FAA Guidance:

- FAA Order 8300.10, Volume 2, Chapter 60, Section 1, Paragraph 9, Economic Authority Department Of Transportation Certificates And Exemptions.
- FAA Order 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 5, Evaluate Far Parts 121 And 135 (10 Or More And Turbine Powered Aircraft) Operator's Weight And Balance Control Program, General.
- FAA Order 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 11, Evaluate Far Parts 121 And 135 (10 Or More And Turbine Powered Aircraft) Operator's Weight And Balance Control Program, Aircraft Weights.
- FAA Order 8300.10, Volume 2, Chapter 74, Section 2, Paragraph 5, Evaluate Far Parts 121 And 135 (10 Or More And Turbine Powered Aircraft) Operator's Weight And Balance Control Program, Procedures.
- FAA Order 8300.10, Volume 2, Chapter 76, Section 1, Paragraph 13, Conduct Far Part 121 Proving/Validation Tests, Proving Test Requirements.
- FAA Order 8300.10, Volume 2, Chapter 84, Section 1, Paragraph 27, Far Part 121 Operations Specifications, General Operations Specifications Part A.
- FAA Order 8300.10, Volume 3, Chapter 1, Section 1, Paragraph 15
- FAA Order 8300.10, Volume 3, Chapter 4, Section 1, Paragraph 13, Conduct Cockpit Enroute Inspection, Cargo/Combination Configured Aircraft.
- FAA Order 8400.10, Volume 2, Chapter 1, Section 2, Paragraph 19, Air Operator Certification, Types Of Certificates And Applicable Rules, Economic Authority Dot Certificates And Exemptions.
- FAA Order 8400.10, Volume 2, Chapter 3, Section 5, Paragraph 217, Hazardous Materials Or Dangerous Goods, General.
- FAA Order 8400.10, Volume 3, Chapter 6, Section 2, Paragraph 1189, Flight Dispatch Systems And Domestic Operating Rules, Load Manifests.
- FAA Order 8400.10, Volume 3, Chapter 9, Section 3, Paragraph 1591, Proving Test Requirements, Carriage Of Passengers And Cargo.
- FAA Order 8400.10, Volume 3, Chapter 15, Section 3, Paragraph 2147, General Operations Manuals, Line Station Operations.
- FAA Order 8400.10, Volume 6, Chapter 2, Section 2, Paragraph 127, Ramp Inspections, Specific Ramp Inspection Practices And Procedures.
- FAA Order 8400.10, Volume 6, Chapter 2, Section 5, Paragraph 183, Operator Trip Records Inspections, Part 121 Operator Trip Records Requirements.
- FAA Order 8400.10, Volume 6, Chapter 2, Section 19, Paragraph 473, Station Facilities Inspections. Specific Inspection Practices And Procedures.
- HBAT 96-01, Part 119, Certification of Air Carriers and Commercial Operators
- HBAT 97-08, Transportation of Oxygen Generators

Other CFRs and/or FAA Guidance: (Continued)

- Legal Interpretations:
 - 5/5/77 to Robert J. Truhill, "Certification of all Cargo Flight"
 - 12/10/76 to Carl Swartz, "Scheduled Cargo Air Carriers Under 121.538"
 - 7/22/75 to Benjamin M. Wall, "Carriage of Oxygen in Cargo"
- Refer to appropriate Advisory Circulars

SRR SPECIFIC INFORMATION

SRR	Intent	Inspectors
121.285 (a)	To place restrictions on the carriage of cargo	Certification: Operations
	in passenger compartments.	and Maintenance
		Surveillance: ASI
121.285 (b)	To specify the criteria which allow cargo to	Certification: Operations
	be carried in bins in passenger compartments.	and Maintenance
		Surveillance: ASI
121.287	To ensure access to all parts of cargo	Certification: Operations
	compartments that require physical entry to	and Maintenance
	extinguish fire.	Surveillance: ASI

3.1.8 Carriage of Cargo		
SECTION 1 - RESPONSIBILITY ATTRIBUTE		
Objective: To determine if there is a clearly identifiable, qualified, and kn	owledgeable person who is	
accountable for the quality of the Carriage of Cargo process.		
To meet this objective, the inspector will accomplish the following tasks:		
1. Identify the person who is responsible for the quality of the Carriage of	f Cargo process.	
2. Review the description in the Manual that delineates the duties and res	sponsibilities of the person.	
3. Evaluate the person's qualifications and work experience (or resume', i	if appropriate).	
4. Review the appropriate organizational chart.		
5. Discuss the Carriage of Cargo process with the person.		
To meet this objective, the inspector will determine and record answers to the following questions:		
1. Is there a clearly identifiable person who is answerable for the quality of the Carriage of Cargo process?	☐ YES If yes, provide the name: ☐ NO If no, explain:	
2. Does the person understand the procedures associated with the Carriage of Cargo process?	YES If no, explain:	
3. Does the person understand the controls associated with the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO	
4. Does the person understand the interfaces associated with the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO	
5. Does the person understand the process measurements associated with the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO	
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	YES If no, explain: No	
7. Are the qualification standards for this position clearly documented?	YES If no, explain:	
7a Are the qualification standards for this position appropriate for the duties that are assigned?	YES If no, explain:	
8. Does the person meet the qualification standards?	☐ YES If no, explain: ☐ No	
9. Does the person acknowledge that he/she has responsibility for the Carriage of Cargo process?	YES If no, explain:	
10. Does the person know who has authority to establish and modify the Carriage of Cargo process?	YES If no, explain:	

3.1.8 Carriage of Cargo		
SECTION 2 – AUTHORITY ATTRIBUTE		
Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the Carriage of Cargo process.		
To meet this objective, the inspector will accomplish the following tasks:		
1. Identify the person who has the authority to establish or modify the Carriage of Cargo process.		
2. Review the description in the Manual that delineates the duties and res	sponsibilities of the person.	
3. Evaluate the person's qualifications and work experience (or resume',	if appropriate).	
4. Review the appropriate organizational chart.		
5. Discuss the Carriage of Cargo process with the person.		
To meet this objective, the inspector will determine and record answers to the following questions:		
1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the Carriage of Cargo process?	☐ YES If yes, provide the name: ☐ NO If no, explain:	
 Does the person understand the procedures associated with the Carriage of Cargo process? 	YES If no, explain:	
3. Does the person understand the controls associated with the Carriage of Cargo process?	YES If no, explain:	
4. Does the person understand the interfaces associated with the Carriage of Cargo process?	YES If no, explain:	
5. Does the person understand the process measurements associated with the Carriage of Cargo process?	YES If no, explain:	
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	YES If no, explain:	
7. Are the qualification standards for this position clearly documented?	YES If no, explain:	
7a Are the qualification standards for this position appropriate for the duties that are assigned?	☐ YES If no, explain: ☐ NO	
8. Does the person meet the qualification standards?	YES If no, explain:	
9. Does the person acknowledge that he/she has authority for the Carriage of Cargo process?	YES If no, explain:	
10. Does the individual know who has the responsibility for the Carriage of Cargo process?	YES If no, explain:	
11. Are the procedures for delegation of authority clearly documented for the Carriage of Cargo process?		

3.1.8 Carriage of Cargo				
SECTION 3 – PROCEDURES ATTRIBUTE				
Objective: To determine if the air carrier has documented procedures for accomplishing the Carriage of Cargo process.				
To meet this objective, the inspector will accomplish the following tasks:				
1. Review the documented instructions and information related to the Carriage of Cargo process to ensure that they contain who, what, where, when, and how.				
2. Review the FAA Guidance and Specific Regulatory Requirements (S supplemental information section of this SAI.	SRR) included in the			
3. Discuss the Carriage of Cargo process with appropriate personnel to procedures.	gain an understanding of the			
4. Observe the Carriage of Cargo process to gain an understanding of the	ne procedures.			
To meet this objective, the inspector will determine and record answers t	To meet this objective, the inspector will determine and record answers to the following questions:			
1. Do written procedures exist to achieve the desired result of the Carria	age of Cargo process:			
1.1 Do written procedures exist to ensure that all appropriate personnel, including baggage handlers, understand the air carrier's policies regarding HazMat acceptance?	YES If no or N/A, explain: NO N/A			
1.2 Do written procedures exist to ensure that cargo handlers understand the temporary storage requirements of various HazMat? (Ref. 49CFR Parts 171, 172, 173, and 175).	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.3 Does the air carrier have written procedures in place to notify the Pilot in Command (PIC) whenever HazMat is being transported? [SRR 121.285 (b)]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.4 Do written procedures exist requiring COMAT to be screened according to the same procedures that are in place for cargo?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.5 Do written procedures exist requiring all cargo handlers to be trained in cargo and HazMat loading procedures?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.6 Do written procedures exist requiring that all cargo must be weighed and labeled?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.7 Do written procedures exist requiring all cargo scales to be inspected and calibrated regularly?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			
1.8 Do written procedures exist requiring cargo weights furnished by freight forwarders to be spot checked for accuracy?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A			

3.1.8 Carriage of Cargo	
SECTION 3 – PROCEDURES ATTRIBUTE	
1.9 Do written procedures exist requiring an independent verification of weight and balance for accuracy prior to takeoff?	YES If no or N/A, explain: NO N/A
1.10 Do written procedures exist requiring a regular inspection of cargo station markings/placards to ensure that they are clearly legible and conform to the weight and balance manual?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A
1.11 Do written procedures exist requiring an inspection of all cargo bins, compartments, containers, and liners prior to each use to ensure that they are free of structural damage?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A
1.12 Do written procedures exist requiring an inspection of straps, nets, and lock-down devices prior to each use?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A
1.13 Do written procedures exist requiring forward, aft, and side restraints to be inspected regularly to ensure that they are serviceable?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A
1.14 Do written procedures exist for the Air Carrier to inspect its cargo compartment fire detection/protection equipment periodically to ensure that it remains appropriate for the compartment's classification? [SRR 121.287]	☐ YES If no or N/A, explain: ☐ NO ☐ N/A
2. Do the procedures identify: who, what, where, when and how?	☐ YES If no, explain: ☐ NO
3. Are the procedures in compliance with the CFR(s)?	☐ YES If no, explain: ☐ NO
4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations)?	☐ YES If no, explain: ☐ NO
5. Does the air carrier have the resources to support the written procedures for the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO
6. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).	☐ YES If no, explain: ☐ NO ☐ N/A, No alternate procedures exist for this element
7. Are the procedures published in different manuals relating to the Carriage of Cargo process consistent?	☐ YES If no, explain: ☐ NO
8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO

3.1.8 Carriage of Cargo		
SECTION 4 – CONTROL ATTRIBUTE		
Objective: To determine if checks and restraints are designed into the Carriage of Cargo process to ensure a desired result is achieved.		
To meet this objective, the inspector will accomplish the following tasks:		
1. Review the documented instructions and information related to the C	arriage of Cargo process.	
2. Review the FAA Guidance and Specific Regulatory Requirements (S supplemental information section of this SAI	·	
3. Discuss the Carriage of Cargo process with appropriate personnel to controls.	gain an understanding of the	
4. Observe the Carriage of Cargo process to gain an understanding of the	ne controls.	
To meet this objective, the inspector will determine and record answers t	to the following questions:	
1. Are the following checks and restraints built into the Carriage of Carr	go process:	
1.1 Does the operator conduct initial and annual testing for all cargo-handling personnel regarding recognition of HazMat?	YES If no or N/A, explain: NO N/A	
1.2 Does initial and annual testing occur to ensure that all appropriate personnel understand the operator's cargo handling policies?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.3 Has the operator's HazMat program been coordinated with the Principal Security Inspector (PSI)?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.4 Does the Air Carrier conduct internal audits of its compliance with the approved HazMat program?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.5 Does the Air Carrier maintain records of scale inspections and calibrations to ensure that they are conducted when due?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.6 Does the Air Carrier maintain records of the results of spot checks conducted on weights furnished by others to ensure accuracy?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.7 Does the Air Carrier conduct audits of its weight and balance documents to check for accuracy?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A	
1.8 Does the Air Carrier report the results of cargo compartment inspections to the person responsible for the carriage of cargo process?	YES If no or N/A, explain:	

3.1.8 Carriage of Cargo		
SECTION 4 – CONTROL ATTRIBUTE		
1.9 Does the Air Carrier have a process for the delegation of duties when personnel shortages exist?	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
2. Do the checks and restraints ensure the desired result is achieved for the Carriage of Cargo process?	YES NO	If no, explain:
3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Carriage of Cargo process?	☐ YES ☐ NO	If no, explain:
4. Does the air carrier have the resources to support the checks and restraints for the Carriage of Cargo process?	YES NO	If no, explain:

3.1.8 Carriage of Cargo SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE	-
Objective: To determine if the air carrier measures and assesses the Carridentify and correct problems or potential problems.	riage of Cargo process, to
To meet this objective, the inspector will accomplish the following tasks:	
1. Review the documented instructions and information related to the C	Carriage of Cargo process.
2. Discuss the Carriage of Cargo process with appropriate personnel to process measures.	gain an understanding of the
3. Observe the Carriage of Cargo process to gain an understanding of the	ne process measures.
To meet this objective, the inspector will determine and record answers a	to the following questions:
1. <deleted></deleted>	
2. Does the air carrier's Carriage of Cargo process include the following	g process measurements?
2.1 Does the Air Carrier collects and analyzes information concern cargo loading errors, including:	ning HazMat incidents and
2.1.1 Number of times HazMat is stopped prior to loading;	YES If no or N/A, explain: NO N/A
2.1.2 Number of times HazMat is detected on aircraft;	YES If no or N/A, explain: NO N/A
2.1.3 Number of times HazMat is discovered during unloading;	☐ YES If no or N/A, explain: ☐ NO ☐ N/A
2.1.4 Number of times the actual weight differed from declared weight; and	YES If no or N/A, explain: NO N/A
2.1.5 Number of times COMAT (company materials) was discovered to have been shipped without complying with the carrier's cargo loading procedures?	YES If no or N/A, explain: NO N/A
2.2 Does the Air Carrier require feedback from cargo handlers verifying proper loading of the airplane?	YES If no or N/A, explain: NO N/A
2.3 Does the Air Carrier analyze the results of its weight and balance audits?	YES If no or N/A, explain: NO N/A
2.4 Does the Air Carrier solicit and analyze feedback from flight crewmembers on cargo problems encountered during flight (e.g., shifting cargo, weight and balance problems, improperly loaded cargo and improperly secured cargo)?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A

3.1.8 Carriage of Cargo			
SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE			
2.5 Does the Air Carrier analyze cargo bin inspection reports in order to improve the inspection process?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
2.6 Does the Air Carrier have an internal audit program to monitor the carriage of cargo process on a periodic basis?	☐ YES If no or N/A, explain: ☐ NO ☐ N/A		
3. Does the air carrier document their process measurement methods and results?	☐ YES If no, explain: ☐ NO		
4. Are the air carrier's process measurement methods effective?	☐ YES If no, explain: ☐ NO		
5. Does the air carrier use their process measurement results to improve their programs?	☐ YES If no, explain: ☐ NO		
6. Are the process measurement results accessible to the FAA?	☐ YES If no, explain: ☐ NO		
7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO		
8. Does the air carrier have the resources to support the process measurement for the Carriage of Cargo process?	☐ YES If no, explain: ☐ NO		

3.1.8 Carriage of Cargo		
SECTION 6 – INTERFACES ATTRIBUTE		
Objective: To determine if the air carrier identifies and manages the interest of the control of the carrier identifies and manages the interest of the carrier identifies and manages identifies and ma	eractions b	etween the Carriage
of Cargo process and the other element processes within the air carrier of	rganization	1.
To meet this objective, the inspector will accomplish the following tasks:		
1. Review the documented instructions and information related to the C	Carriage of	Cargo process.
2. Discuss the Carriage of Cargo process with appropriate personnel to interfaces.	gain an un	derstanding of the
3. Observe the Carriage of Cargo process to gain an understanding of the	ne interface	es.
To meet this objective, the inspector will determine and record answers	to the follo	wing questions:
1. Are the following interfaces identified for the Carriage of Cargo production	cess:	
1.1 Maintenance Program (Element 1.3.1)	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.2 Weight and Balance Program (Element 1.3.17)	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.3 <deleted></deleted>		
1.4 Carry-On Baggage (Element 3.1.5)	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.5 Flight/Load Manifest/Weight and Balance Control (Element 3.2.2)	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.6 Maintenance Training Program (Element 4.2.1)	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.7 Training of Flight Crewmembers (Element 4.2.3)	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.8 Marketing/Solicitation for Cargo	☐ YES ☐ NO ☐ N/A	If no or N/A, explain:
1.9 Manual Currency (Element 2.1.1)	☐ YES ☐ NO	If no or N/A, explain:

3.1.8 Carriage of Cargo		
SECTION 6 – INTERFACES ATTRIBUTE		
1.10 Content Consistency Across Manuals (Element 2.1.2)	☐ YES	If no or N/A, explain:
	☐ No	
	□ N/A	
1.11 (Manual) Distribution (Element 2.1.3)	☐ YES	If no or N/A, explain:
	□ No	
	□ N/A	
1.12 (Manual) Availability (Element 2.1.4)	☐ YES	If no or N/A, explain:
	□ No	· · · · · · · · · · · · · · · · · · ·
	□ N/A	
2. List any additional interfaces identified:		
3. Are there written procedures for the use of air carrier personnel in	☐ YES	If no, explain:
the application of these interfaces?	□ No	., . <u>.</u>
4. Are there controls to ensure that interfaces occur?	☐ YES	If no, explain:
		,p
5. Are the interfaces between the Carriage of Cargo process and other	☐ YES	If no, explain:
processes treated consistently in the Manual(s)?		п по, сарши.